

Worksite Safety and Health Committee
March 2, 2016

Present: Emergency Management Director William Buckridge, Public Works Director David Caroline; Cafeteria Supervisor Jane Hall, Principal Scott Jeffrey, Assistant to Selectmen Maria Lucarelli, Para-educator Representative Susan Pire, Resident State Trooper David Tretter, Deb Boutiller, Visiting Nurses of the Lower Valley Mark Appellof, Fire Marshal Keith Nolin, Park and Recreation Director Mary Ellen Barnes.

Keith Nolin called the meeting to order at 7:48 a.m.

Approval of the Agenda:

Motion was made by Mary Ellen Barnes to approve the agenda with one modification to discuss meeting dates. David Caroline seconded the motion, it was unanimously approved. Motion carried.

Approval of the Minutes:

Motion was made by Keith Nolin to approve the December 2nd, 2015 minutes with one modification, to add Keith Nolin to the December 2nd meeting because he was present. Susan Pire seconded the motion, it was unanimously approved. Motion carried.

Communications and Correspondence: None

Old Business: None

New Business:

Mark Appellof, the Director of Marketing reported that the Visiting Nurses of the Lower Valley had a new generator installed at the facility. Mr. Appellof also reported there were no employee injuries.

Mary Ellen Barnes reported there was a parade scheduled for March 12 that steps off at the Town Hall at 10:30 am. Grove Street down to Champlain Square and through the village to Ferry Street road will be closed. There will be a festival portion. There will be a horse and buggy rides until 1:00 pm.

Ms. Barnes reported there would be an egg hunt on March 26. Children under second grade can participate. Hunt starts at 10:00 am sharp. On April 30th Essex little league will be having their parade.

David Caroline had nothing to report.

Jane Hall reported there were no injuries, just a steamer malfunctioned.

Scott Jeffrey reported there would be CPR training on March 24th for Para educators. There was discussion on the power outage that was caused by a fallen tree in front of Cumberland Farms. There would need to be a school make up day. There was discussion on the fire at Calamari's, which caused thick smoke to billow around the school building. Mr. Jeffrey reported the school shut down the ventilation and the students were kept inside for recess. There was no wind, and it was very still outside and cold and the smoke was kept down near the ground and into and around the school.

Mr. Jeffrey reported on the renovation project in library and the asbestos abatement that will be involved. There was discussion on the upcoming school parking lot paving project in the east side of the building that will happen this summer. There was discussion that solar panels will be installed. Air conditioning is currently being installed in the evenings, after children have gone home so as to not impact the students. Mr. Jeffrey reported there were a couple of student injuries that were reported, but no staff injuries.

Mark Appellof also reported on some training being offered to employees. There is a session on a shooter alert in the work place. Another is dealing with employees who are working in private homes and how to deal with situations where fire arms are present and how to address that type of situation.

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Meeting Dates

There was discussion on changing the quarterly Worksite Safety and Health Committee Meeting to Thursday morning instead of Wednesday morning due to a conflict with the Building Committee Meeting.

Motion was made by William Buckridge to change the meeting date from the first Wednesday of the month to the first Thursday of the month at 7:45. Next meeting will be Thursday, June 2nd, 2016. Maria Lucarelli seconded the motion, it was unanimously approved. Motion carried.

Old Business: None

Motion was made by David Caroline to adjourn at 8:11 a.m. Mary Ellen Barnes seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
Maria Lucarelli